



Air Force approves new report forms Week of July 18, 2007 – July 24, 2007

Officers, enlisted to be rated on streamlined performance forms

Air Force officials recently approved a new, streamlined performance report form for all Airmen.

The new forms will have fewer lines for bullets and will include a section that reflects an Airman's performance on their annual fitness test.

The Air Force is developing a warrior ethos in all Airmen and this form will better reflect that, according to Lt. Gen. Roger A. Brady, Air Force deputy chief of staff for manpower, personnel and services.

On the enlisted performance report forms, for all grades, boxes under each performance area have been relabeled. The new selections now include four choices labeled "Does not Meet," "Meets," "Above Average," and "Clearly Exceeds."

For officer performance report, the total number of comment lines has been reduced to 18.

Other details about the new EPRs and OPRs:

- The simpler form will reduce the time it takes to prepare performance reports.
- "Job Description" on the officer form, and "Key Duties, Tasks and Responsibilities" on the enlisted form are limited to four lines.
- Bullets are assigned to specific block areas. For example, under Primary/Additional Duties, there is space for four lines to describe an Airman's performance in that particular area. Further, "Additional Rater's Comments" is limited to three lines.
- Fitness will be rated as "Does not Meet," "Meets" or "Exempt."
- The new IMT performance report and performance feedback worksheets are available on the Air Force e-Publishing Web site at www.e-publishing.af.mil.
- For more information, visit the Air Force Personnel Center Website at www.afpc.randolph.af.mil

Find Airman's Roll Call online Here: <http://www.af.mil/library/viewpoints/>

Airman's Roll Call is designed for supervisors at all levels to help keep Airmen informed on current issues, clear up confusion, dispel rumors, and provide additional face-to-face communication between supervisors and their teams.